

Session 11-02 A Special Meeting of the Lease Committee was called to order at 12:05 pm on February 9, 2011 by Chair Shelly Erickson at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMITTEEMEMBERS ERICKSON, HAWKINS, ABOUD, MAURAS,
ZIMMERMAN AND YAGER

STAFF: ADMINISTRATIVE ASSISTANT TERRY FELDE
ADMINISTRATIVE SUPERVISOR ELLINGTON
DEPUTY CITY CLERK RENEE KRAUSE

APPROVAL OF THE AGENDA

Chair Erickson requested a motion to approve the agenda.

HAWKINS/MAURAS – MOVED TO APPROVE THE AGENDA.

The agenda was approved by consensus of the Committee.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA *(3 Minute Time Limit)*

There were no public present.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF MINUTES

(Minutes are approved during regular meetings)

There were no minutes to approve.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL REPORT / COMMITTEE REPORTS / BOROUGH REPORTS

(Chair set time limit not to exceed 5 minutes)

A. Staff Report from Terry Felde Re: Land Allocation Plan 2011 dated February 3, 2011

There were no additional comments, questions or discussions.

PUBLIC HEARING *(3 minute time limit)*

There were no public hearings scheduled.

PENDING BUSINESS

There were no pending business items.

NEW BUSINESS

A. Land Allocation Plan 2011

Chair Erickson commented that they needed to address the portion of the Pier one lot to be included in the RFP process for the Wooden Boat Society or not and the kiosk idea to be moved forward.

Discussion on the lots that should be considered for Short term rentals for Kiosk businesses. Some points made were the following:

- The problem with time from approval to Request for Proposals
- Locations around the Spit that are outside the main retail business core
- Locations in zoned Industrial Areas not appropriate for Kiosk businesses
- Lease versus Rental
- Time would be longer than 60 days but shorter than one year.
- Self-contained businesses only.

ZIMMERMAN/ABBOUD – MOVED TO RECOMMEND CITY COUNCIL DESIGNATE A PORTION OF LOT 12A, NO CLOSER THAN 150 FEET TO RAMP FIVE, AND UP TO FREIGHTDOCK ROAD BE MADE AVAILABLE FOR RENT TO ITINERANT MERCHANTS, FOR A FLAT RATE, WITH THE SQUARE FOOTAGE AND LOCATION TO BE DETERMINED AS NEEDED BY THE HARBORMASTER OR CITY MANAGER.

Discussion on clarification on the lot location and size to be made available for the request for proposal. Determination that this area was to be strictly for self-contained kiosk type businesses. There was concern with what could be done if this area was used up and suggested using a portion of other areas such as the parking lot next to the Seafarer Memorial. Some suggestions were to limit it to 250 sf up to 4 lots. It was noted that there was no need to predetermine the lot sizes and it would be best to leave the location and size to the discretion of the Harbormaster or City Manager. It was noted that the Harbormaster would be the most informed source of information if a business could be placed in lot or require more area. It was also noted that they could then submit to planning department if there was a question about parking, etc.

VOTE. YES. ZIMMERMAN, ABBOUD, MAURAS, ERICKSON, YAGER, HAWKINS

Motion carried.

Chair Erickson stated the next issue to address was including offering a portion of the Pier One Lot.

Mr. Yager declared he had a conflict as he was made an honorary member of the society. Chair Erickson noted and he was declared having a conflict and excused from discussion.

HAWKINS/ZIMMERMAN - MOVED TO RECOMMEND A 10,000 SQUARE FOOT PORTION OF LOT TR-1-A BE LET FOR REQUEST FOR PROPOSALS FOR 2011.

Discussion on the reason behind the designation of a portion of this lot for request for proposal (RFP) process for 2011. The committee expressed concerns regarding the loss of revenue to the City, letting this portion go through the RFP may invite a proposal for inappropriate use of the property; if they are doing this for the KBWBS then the RFP should specify this type of use.

VOTE. NO. HAWKINS, ERICKSON, MAURAS, ABBOUD, ZIMMERMAN

Motion failed.

Mr. Zimmerman was concerned that making no decision would halt any progress on determining a location for the Wooden Boat Society. Further comments and suggestions was the need to clearly define the entire area prior to putting it out for RFP. The biggest concern was if the selected site was the best use. It was noted that additional areas were reviewed as a more desirable location and that is how the portion on the Pier One lot was selected.

Further suggestion to resolve this dilemma was to follow the recommendation to direct staff to designate and define the area to recommend for the Land Allocation Plan. It was mentioned that the Pier One lease was up soon and concern was expressed by a few parties on the safety of the building.

Chair Erickson requested a motion.

ZIMMERMAN/ – MOVED TO RECOMMEND THE CITY PLANNER, CITY MANAGER AND HARBOR DIRECTOR DESIGNATE AND DEFINE THE 10,000 SQUARE FOOT PORTION OF LOT TR-1-A TO BE LET FOR RFP IN TIME FOR APPROVAL INTO THE 2011 LAND ALLOCATION PLAN.

Ms. Felde commented that the Committee may consider revising the recommendation to the Land Allocation Plan Committee/City Council because at the October 2010 meeting the recommendation to council was that if council was favorable to the proposal by the KBWBS then it should go to RFP. This may be construed that it is specifying the portion specifically for KBWBS not the general public. Ms. Felde read the original motion as follows:

“THE LEASE COMMITTEE RECOMMENDS THE LAND ALLOCATION COMMITTEE CONSIDER THE PROPOSAL FROM KACHEMAK BAY WOODEN BOAT SOCIETY DURING THE LAND ALLOCATION MEETING EARLY IN 2011.”

THE LEASE COMMITTEE FURTHER RECOMMENDS THAT IF COUNCIL AGREES TO MAKE THE LAND AVAILABLE TO THE KACHEMAK BAY WOODEN BOAT SOCIETY THAT IT SHOULD BE ADVERTISED IN A REQUEST FOR PROPOSALS IN KEEPING WITH CHAPTER 4 OF THE CITY LEASE POLICY”

Mr. Zimmerman noted that his motion did not have a second so he was pulling his motion at this time.

MAURAS/HAWKINS - MOVED TO REVISE RECOMMENDATION MADE TO COUNCIL DURING THE OCTOBER 14, 2010 MEETING TO READ AS FOLLOWS:

THE LEASE COMMITTEE FURTHER RECOMMENDS THAT IF COUNCIL AGREES TO MAKE THE LAND AVAILABLE THAT IT SHOULD BE ADVERTISED IN A REQUEST FOR PROPOSALS IN KEEPING WITH CHAPTER 4 OF THE CITY LEASE POLICY.

VOTE. YES. NON-OBJECTION UNANIMOUS CONSENT.

Motion carried.

MAURAS/ZIMMERMAN - MOVED TO RECOMMEND THAT THE CITY PLANNER, THE PORT AND HARBOR DIRECTOR AND THE CITY MANAGER DESIGNATE AND DEFINE A 10,000 SF PORTION OF LOT TR-1-A.

There was no discussion.

The motion was approved by consensus of the Committee.

Discussion by the Committee on additional lots on the Spit included the status of Lot 8D1.

MAURAS/ZIMMERMAN – MOVED TO RECOMMEND CITY COUNCIL INCLUDE FOR LEASE LOTS 4-11, 19-20, A PORTION OF LOT 13B, 9A, 10A AS CURRENTLY SHOWN IN THE LAND ALLOCATION PLAN AND FURTHER RECOMMENDS LOT 12A AS PREVIOUSLY NOTED.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. Memorandum dated February 5, 2010 Land Allocation Recommendations for 2010 from Lease Committee.

B. Memorandum dated February 4, 2010 Land Allocation Plan Recommendations for 2010 from Port and Harbor Advisory Commission.

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There were no audience present.

COMMENTS OF THE CITY STAFF

There were no comments from staff present.

COMMENTS OF THE COUNCILMEMBER *(If one is appointed)*

There were no councilmembers present.

COMMENTS OF THE CHAIR

Chair Erickson apologized for the meeting extending past the hoped for ten minutes.

COMMENTS OF THE COMMITTEE

There were no comments from the members of the committee.

ADJOURN

There being no further business before the Lease Committee Chair Erickson adjourned the meeting at 1:05 p.m. The next regular meeting is scheduled for 3:00 p.m. April 14, 2011 at City Hall, Cowles Council Chambers, 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved: _____